



# CITY OF PLANO COUNCIL AGENDA ITEM

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		7/22/2013			
Department:		Purchasing			
Department Head		Diane Palmer-Boeck			
Agenda Coordinator (include phone #): <b>Connie Robertson, Ext. 7134</b>					
<b>CAPTION</b>					
Bid No. 2013-194-C for an annual contract with three (3) City optional renewals for Auto and Truck Non-OEM Parts for the Inventory Control and Asset Disposal (ICAD) Department, to be utilized by the Fleet Department, to Freedom Chevrolet and Dodge in the estimated annual amount of \$140,000, and authorizing the City Manager to execute all necessary documents.					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	2013-14 thru 2016-17	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	2,109,145	560,000	<b>2,669,145</b>
Encumbered/Expended Amount		0	-1,584,307	0	<b>-1,584,307</b>
This Item		0	0	-560,000	<b>-560,000</b>
BALANCE		0	524,838	0	<b>524,838</b>
<b>FUND(S): WAREHOUSE</b>					
<p><b>COMMENTS:</b> This item approves price quotes. Expenditures will be made in the Warehouse Stock Department based on need within the approved budget appropriations for each year of the contract. The estimated amount to be spent annually beginning in FY 2013-14 is \$140,000 and this amount is expected to be spent each year through FY 2016-17, which will be made within approved budget appropriations.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing repair/replacement parts for the repair of City equipment for Warehouse inventory relates to the City's Goal of a Financially Strong City with Service Excellence.</p>					
<b>SUMMARY OF ITEM</b>					
Staff recommends the bid of Freedom Chevrolet and Dodge in the estimated annual amount of \$140,000, be accepted as the lowest responsive, responsible bid, and conditioned upon timely execution of any necessary contract documents. This purchase is for the Inventory Control and Asset Disposal Department to be utilized by the Fleet Services Department (2013-194-C).					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Recommendation Memo			N/A		
Bid Recap					



## **MEMORANDUM**

**DATE:** July 11, 2013  
**TO:** Perry Neeley, Purchasing Buyer  
**FROM:** Josh Mathewes, Inventory Control/Asset Disposal Supervisor  
**SUBJECT:** Award of Bid No. 2013-194-C Auto Truck and Non-OEM Parts

It is the recommendation from Inventory Control and Asset Disposal (ICAD) Department based on inventory requirements, and specifications of the Fleet Department to award Bid No. 2013-194-C to Freedom Chevrolet and Dodge in the estimated annual amount of \$140,000.00.

FleetPride provided the highest percentage off list discount at 61%, however, they only provided pricing for 15 of 35 items that were requested. Uni-Select USA Inc. submitted bids for 32 of the 35 line items and provided the least total line item cost at \$689.51 for the market basket of items that the city procures most frequently; however, they provided multiple discounts and therefore were deemed non-responsive to the bid specifications. O'Reilly Automotive Stores, Inc. submitted bids for 34 of the 35 requested line items and had the highest total line item cost at \$1,225.21 after applying their line item discount of 41%. Freedom Chevrolet and Dodge submitted a bid for all 35 items requested at \$1,142.81 after applying their line item discount of 45% deeming them the lowest responsive bidder.

Failure to award this bid could result in extended lead times, higher procurement costs, increased down time for city fleet vehicles and equipment and the inability to provide stock inventory for the repairs of equipment.

The specifics of this bid are on file with the Purchasing Division.

Josh Mathewes  
Inventory Control/Asset Disposal  
Supervisor

**CITY OF PLANO**  
**BID NO. 2013-194-C**  
**AUTO AND TRUCK NON-OEM PARTS**  
**BID RECAP**

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**Bid opening Date/Time:** April 29, 2013 at 10:00 AM CDT

**Number of Vendors Notified:** 7,140

**Vendors Submitting "No Bids":** 3

**Number of Partial Bids Submitted:** 0

**Number of Bids Submitted:** 4

FleetPride

Freedom Chevrolet and Dodge

O'Reilly Automotive Stores, Inc.

Uni-Select USA, Inc.

**Recommended Vendor:**

**Freedom Chevrolet and Dodge**

**Perry Neeley**

\_\_\_\_\_  
**Buyer**

**July 3, 2013**

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**Date**